

## TEACHER IMPROVEMENT PLAN FORM

Teacher

School Year

Grade(s)

Subject Area(s)

Evaluator

Date of Conference

Area(s) for Improvement

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**The teacher and evaluator will collaboratively develop the Improvement Plan at an Improvement Plan Conference. If consensus between the teacher and evaluator is not reached, the evaluator develops the Improvement Plan.**

1. Describe specific area(s) for improvement in performance as related to the Montana-EPAS Domains(s)/area(s).
2. List the specific measurable goals to improve performance to a satisfactory level. Indicate how progress will be measured for each goal.
3. Specify professional learning activities, interventions, or resources needed to complete the goals of the Improvement Plan.
4. Indicate the sources of evidence that will be used to document the completion of the Improvement Plan. List reasonable checkpoints and a timeline for activities or events of the Improvement Plan. Specify the date by which the Improvement Plan will be completed.
5. Specify the procedures that will be used to collect the necessary evidence to determine that the goal(s) of the Improvement Plan are met.
6. Indicate how satisfactory or unsatisfactory completion of the plan will be determined. Indicate what will happen if there is unsatisfactory completion of the plan.

My signature below means that I received the Improvement Plan, understand what is expected of me, and will work on the plan as described.

Teacher Signature

Date

My signature below means that I carefully reviewed the Improvement Plan with the teacher and clearly communicated what is expected of the educator to complete the plan.

Evaluator Signature

Date

## TEACHER IMPROVEMENT PLAN FORM

### Amendments to the Improvement Plan

If the Improvement Plan is amended during the implementation, specify changes.

Teacher Signature

Date

Evaluator Signature

Date

### Completion of Improvement Plan

The teacher has completed the improvement plan as described.

☐ Satisfactory      ☐ Unsatisfactory

Teacher Signature

Date

Evaluator Signature

Date